

PROMOTOR(A) OR COMMUNITY HEALTH WORKER (CHW) TRAINING AND CERTIFICATION ADVISORY COMMITTEE

AGENDA

Tuesday, September 17, 2002, 11 a.m.-2:15 p.m., Austin, Texas
William P. Hobby Building, 333 Guadalupe, Room 1264

11:00–11:10	Welcome and introductions	Edna Dougherty Presiding Officer
11:10–11:20	Approval of minutes	Edna Dougherty Presiding Officer
11:20–Noon	Field Test Guide	Donna Nichols, MEd, CHES Director, Public Health Promotion
12:00–12:15	Committee business: Election of officers, 25 TAC, Section 146.2	Cecilia Berrios, M.A. Community Health Promotion Specialist
12:15–12:30	Subcommittee reports	Edna Dougherty Presiding Officer
12:30–1:00	Break/lunch	Staff
1:00–1:15	How to respond to inquiries from the field?	Edna Dougherty Presiding Officer
1:15–1:30	Committee members' point of view	Oscar Muñoz, Advisory Committee Member, Laredo
1:30–1:45	New business, next meeting dates for 2002 and agenda items for next meeting	Edna Dougherty Presiding Officer
1:45–2:00	Public comment	Edna Dougherty Presiding Officer
2:00–2:15	Adjourn	

PROMOTOR(A) OR COMMUNITY HEALTH WORKER TRAINING AND CERTIFICATION ADVISORY COMMITTEE

MINUTES

September 17, 2002

Members Present: Edna Dougherty, Maria Teresa de Llano, Oscar Muñoz, Lorenza Zuniga, and Elizabeth Kelly.

Members Absent: Paul Villas, Graciela Camarena and Elaine Hernandez.

- I. Welcome and Introductions:** Edna Dougherty welcomed the committee and TDH staff. The meeting started at 11 a.m. and quorum was reached at approximately 11:30 a.m. During that time, the committee discussed the meaning of advocacy and members' role as the bridge between the regulation of community health workers (CHWs) and the consumers or CHWs. This provides committee members the opportunity to advocate in support of CHWs. Committee members are also advocates for making training and certification a reality in Texas.
- II. Approval of Minutes:** Minutes of the August 27, 2002 meeting were approved as written. Lorenza Zuniga moved for approval and Elizabeth Kelly seconded the motion.
- III. Field Test Guide:** Donna Nichols, Director of Public Health Promotion, presented the Field Test Guide and explained that it is important to field test the promotor(a) or community health worker application for several reasons: first, the Promotor(a) or CHW Training and Certification Advisory Committee and the Texas Department of Health are assured that the application can be completed in its entirety by those CHWs seeking certification; secondly, application questions are easily understood and accurately responded to; and, thirdly, stakeholders have an opportunity to shape and refine the application process. Committee members were asked to field test the CHW application in both English and Spanish and report their findings at the October 30, 2002 committee meeting. Focus groups should include participation of about 8-12 promotores(as) or CHWs in their community.
- IV. Committee Business:** Cecilia Berrios facilitated the election of officers (25 TAC Section 146.2). Ms. Berrios explained that the committee is to select a Presiding Officer and Assistant Presiding Officer during its first meeting after August 31 of each year. Each officer is to serve until the next election of officers. A member shall serve no more than two consecutive terms as presiding officer/assistant presiding officer. The committee unanimously voted to re-elect Edna Dougherty as Presiding Officer and Maria Teresa de Llano as Assistant Presiding Officer.
- V. Subcommittee Reports:** Ms. Lorenza Zuniga, Subcommittee Chair, Promotor(a) or ChW Application Process, explained that her subcommittee members reviewed the draft CHW application for certification and did not recommend any changes. Her subcommittee has not met. Rather, they have communicated via e-mail. Graciela Camarena, Subcommittee Chair, Rule Review Process, was not present at this meeting.

- VI. How to Respond to Inquiries from the Field:** Edna Dougherty asked committee members to share any questions they are hearing in the field. Lorenza Zuniga noted that there was concern about the grandfather provision and the requirement for a GED as well as speaking English. Ms. Zuniga also stated that Promotores want to know when the application for certification will be completed. Donna Nichols suggested that committee members listen to comments from the field and present them to the committee for consideration.
- VII. Committee Members' point of view:** Oscar Muñoz of Laredo, committee member, shared his experience as a professional working with Promotores at the Texas A&M Community Center in Laredo. As Regional Director, Center for Housing & Urban Development, Colonias Program, Texas A&M University, he works with some 30 promotores who help colonia residents connect to much needed services.
- VIII. New Business, Next Meeting Dates for 2002 and Agenda Items for October Meeting:** *The next meetings for 2002 are set for:* Wednesday, October 30 in Austin; and Friday, December 6 in Dallas. Possible agenda items recommended for the October 30, 2002 meeting include: update on filling vacant advisory committee member position, and field test results to be presented by each committee member.
- IX. Public Comment:** There were no public comments.
- X. Adjourn:** The meeting was adjourned at 2:15 p.m.

APPROVAL OF MINUTES BY PRESIDING OFFICER

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Edna Dougherty, Chair

 November 04, 2002
Date